### DEPARTMENT OF THE NAVY

NAVAL MOBILE CONSTRUCTION BATTALION 23

### **DETACHMENT 0423**

6205 Stuart Rd Suite 101 Fort Belvoir, VA 22060-5275 www.nmcb23.belvoir.army.mil

#### PLAN OF THE MONTH FOR MAY 1999

RSS Drill Dates: 15-16 May 1999

The plan of the month contains both official and unofficial information. All personnel are charged with the knowledge of its content.

### CHAIN OF COMMAND

2ND Brigade: RADM M. Johnson, CEC, USN 3RD Regiment: CAPT J. Smith, CEC, USNR Commanding Officer: CDR B. Sisson, CEC, USNR **Executive Officer:** LCDR W. Lin, CEC, USNR Command Master Chief: CUCM H. Ellis, USNR

Detachment OIC: LT C. Carandang, CEC, USNR

Detachment AOIC: SWC J. Johovic, USNR **Detachment Chief:** CMC H. Huston, USNR

Detachment Ombudsman: Mrs. Cindy Harperee

## **AUTHORIZED DRILL UNIFORM**

Officers and Chiefs E-1 to E-6

Uniform of the Day: Service Dress White Summer Whites

Working Uniform: Camouflage Utility Uniform/Khakis Camouflage Utility Uniform

## RSS DRILL SCHEDULE

Saturday, 15 May 99 Sunday, 16 May 99 0645 - Staff Call 0700 - Staff Call

0715 - Muster for AM Drill 0715 - Muster for AM Drill 1100 - Worship Service 1220 - Muster for PM Drill 1220 - Muster for PM Drill 1530 - PRT Make-Up 1530 - PRT/ Final Muster 1630 - Final Muster

## **FUTURE DRILL DATES**

June 12-13 July 17-18 August 14-15 September 18-19

## SIGNIFICANT FUTURE EVENTS

June **Battalion Picnic** 

July General Military Training

Advancement Exams (15 & 29) at the RESCEN August

**Retirement Ceremony** 

NMCB 23 Reunion at Pittsburgh

September Officers and Chiefs Conference

Change of Command

## STANDING ORDERS

### **DRILLS**:

 If unable to attend a scheduled drill, contact the Detachment Chief, AOIC or OIC before thend of the Saturday morning drill. Points of contact:

| Det 0423 Office (Drill Weekends Only)  | (703) 806-6322 |                  |
|--|----------------|------------------|
| CM1 W. Eacho (Lead Petty Officer)      | (h)            | csm404@erols.com |
| CMC H. Huston                          | (h)            | (w) 703-684-8888 |
| SWC J. Johovic                         | (h)            |                  |
| LT C. Carandang                        | (h)            | (w) 703-806-0133 |
| cyril r carandana@nab02 usace army mil |                |                  |

- cyril.r.carandang@nab02.usace.army.mil
- 2. All detachment personnel drilling at the RSS must report to the Mustering Petty Officer to avoid being marked absent. This policy applies to all, including officers and CPOs. Any one reporting late without a valid excuse will be required to perform EMI. These individuals will report to the Mustering Petty Officer at 1630 Saturday Evening.
- 3. Request to reschedule drills after the fact will not be approved
- 4. To reschedule drills, notify the Detachment AOIC or OIC a minimum of 30 days prior to the scheduled drill and provide a valid reason for rescheduling. If approved, member must personally pick-up the reschedule form at the RESCEN RESPAY Department on the Wednesday prior to the rescheduled drill weekend. Only this RSTARS-generated reschedule form will be accepted. Call the RESCEN to verify that the reschedule form is already available. Once the drills have been completed and signed-off by an authorized mustering official, member must turn-in the signed reschedule form to the RESCEN within 3 days after the drill.
- Members on AT during scheduled drill weekends must notify the detachment office ahead of time in order not to be marked absent.
- 6. Direct all pay problems and issues to the LPO, AOIC or OIC, not to the RESCEN.
- 7. Members can only be paid for four Equivalent Training (ET) drills (rescheduled drills for personal reasons) during the current fiscal year period (Oct-Sep). Members will receive retirement points but will not get paid for more than four ET's.

**CHANGE OF ADDRESS AND PHONE NUMBERS**: Report changes of home and work addresses and phone numbers to both the detachment office and the RESCEN immediately. Change of address forms are available at the detachment office.

## **RESERVE CENTER INFORMATION:**

| 1. | Department Phone Num | bers: RESPAY   | - 2746 A                      | dmin - 2869   | Reserve PSD - 2935 | Medical - 3076 |
|----|----------------------|--|-------------------------------|---------------|--------------------|----------------|
|    | (202) 433-xxxx       | Training   | - 4494 Sı                     | ipply - 3118  | Manpower - 2808    | FAX - 2791     |
| 2. | Correct Address:     | NMCRC, Washing<br>Naval District Was<br>183 Spruance Circ.<br>Washington, DC 2 | shington, And<br>le SW, Suite | acostia Annex |                    |                |

**EQUAL OPPORTUNITY**: The Navy's Equal Opportunity (EO) Program is for every member of the Battalion. Read the CO's policy statement, as well as, grievance procedures, which are posted in the Detachment office. If you have any question, concerns, or grievance, contact your OIC or the Battalion EO Officer, LTJ@smond at (301) 779-4643.

#### **UNIFORM STANDARDS:**

1. Wearing of the proper uniform and grooming standards is mandatory for reservists to receive drill credit and pay. This applies to all drill locations and projects. All appropriate tapes and patches must be sewn on. Soft covers are to be worn with the CUU at the RSS. Members will continue to wear hard hats when participating in construction projects.

### **PHYSICAL EXAMS:**

- 1. Unless you are in a program requiring more frequent examination (Aviation, Submarine, Diving, and Special Operations), full physical examinations will occur at the following intervals:
  - upon entry to enlisted or commissioned active duty, then
  - at intervals of 5 years through age 50, then
  - at intervals of 2 years through age 60, then
  - annually after age 60.
- 2. Short form physical examinations are required annually. These exams can be done at the RSS Medical Department.

### **DENTAL READINESS:**

- 1. All Reserve personnel must be Class I or II to qualify as a "Condition of Employment." Members less than Class II will be notified in writing. This will then be acknowledged by a Page 13 entry. Members will have 180 days to correct their dental deficiencies. Failure to comply with the requirement to obtain dental readiness can result in processing for administrative separation.
- 2. Dental Insurance is now available for drilling reservists through Humana Military Healthcare Services, Inc. The government pays 60% of the monthly premium which means the members cost is a very reasonable \$4.36 per month. This premium can be deducted automatically from your drill pay. To request more information call Humana at 1-800-211-3614, or contact the battalion dental officer, CDRSchaeffer. Please be aware that coverage is limited to certain procedures and your "out-of-pocket" expenses for this type of insurance may differ depending whether you see a participating or non-participating dentist.

**APG PROGRAM**: Members who joined the Naval Reserve under the Advanced Pay Grade program and did not complete APG school or other requirements within the time period allotted will be discharged as an entry level separation. The APG School is required to be completed in the first 12 months of accession, if not the member must complete a waiver. Also, individuals who have not attended APG School to date must report to the RESCEN Manpower Dept to sign a Page 13 concerning swim qualifications. Direct all questions to YN3 Martin at (202) 433-2808.

### **ANNUAL TRAINING:**

- 1. Allow a minimum of 5 days forcheck-out prior to your AT reporting date. This provides sufficient time to verify service records, obtain necessary procedures (e.g. HIV, immunizations, etc.), and update reserve status. AT orders are issued at the RESCEN Training Department. Call ahead and verify whether your AT orders are available for pick-up. When signing-out your medical records, request the Medical Department updateyour status in their computer system to identify required immunizations and medical procedures. While on AT, obtain these immunizations and procedures at the nearest military medical facility.
- 2. Personnel returning from AT must check-in at the RESCEN with their signed and stamped AT orders. If your AT includes IDTT days, you must submit a separate copy of these orders to be paid for the IDTT. Remember to only submit a copy and to keep the originals. A copy of both IDTT and AT orders must also be submitted to the Detachment Office on the morning of your next scheduled drill.
- 3. Once payment is received, submit 3 copies of liquidated AT/ IDTT orders and travel voucher to RESPAY to receive corresponding retirement points.

**NEW MONTGOMERY G.I. BILL RATES**: The full-time rate for Active Duty is \$528 and for Reserve is \$254.

# May Notes:

- 1. All personnel coming back from MILEX: Sharpwedge 99, Congratulations and Welcome Back!
- 2. The following personnel have an upcoming EOS and must notify the RESCEN Command Career Counselor and Reserve PSD Washington of their career intentions:

DK3 McKnight CM1 Jackson CMC Huston

3. The following personnel have their **5-year full physical examination** expired or will soon to expire. Contact the RESCEN Medical Department to schedule your examination at Bethesda Naval Hospital:

| UT2 Hamilton (12/93) | BU2 Tibbs (5/93)        | CM1 Jackson (2/93)      |
|----------------------|-------------------------|-------------------------|
| CE2 Stuart (10/93)   | EO2 Warner (12/93)      | BU2 Albrittion (3/94)   |
| UT3 Deason (2/94)    | EO1 Miskin (12/94)      | GM1 Tkach (1/94)        |
| HT1 White (1/94)     | CE2 Haszard (1/94)      | UT1 Perry (1/94)        |
| CE3 Hamlett (5/94)   | BU2 Wiedmaier (6/94)    | CE3 Boseman (6/94)      |
| EO2 Bowman (8/94)    | CM2 Harperee (5/94)     | SW2 Whittington (11/94) |
| SK3 Cobb (4/94)      | SN Smith (5/94)         | SK3 Vargas (no date)    |
| BU3 Dickerson (6/94) | EA2 Frankenfield (4/94) | CM3 Pooler (3/94)       |
| MS2 Kachmar (2/94)   |                         |                         |

4. Advance per diem will no longer be provided to reservists performing IDTT, AT, ADT, or ADSW. All detachment members must either have a Government Travel Charge Card (GTCC), a personal credit card if they have declined a GTCC, or their own funds prior to commencing IDTT, AT, ADT, or ADSW. Stop-by the detachment office during the May drill weekend to submit an application for a GTCC, a certification that another valid Government card is held, or a written declination of the GTCC.

C. R. CARANDANG